

~~SECRET~~FILED: *Records 6*
RETURN TO

Approved For Release 2002/08/23 : CIA-RDP70-00211R000100070019-2

Office Memorandum • UNITED STATES GOVERNMENT
RECORDS MANAGEMENT DIVISIONTO : Chief, Records System Branch
Records Management Division/MS

DATE: 21 July 1954

25X1 THRU : Comptroller []
FROM : Area Records Officer, Office of the Comptroller

SUBJECT: Change in Custodianship of Vital Material

25X1A6A

1. Reference is made to your memorandum dated 9 June 1954 to the Services Officer [] in which a request was made that custodianship of Agency Regulatory Issuances and Agency and Non-Agency forms used in CIA be transferred from the Office of the Comptroller to the Management Staff.

25X1

2. It was noted from the June 1954 quarterly report of Vital Materials that one Agency Regulatory Issuance, Records Management Program Guide [], deposited in September 1953, is still filed with the Office of the Comptroller records.

25X1

3. It is requested that custodianship of the Records Management Program Guide [] be transferred to the Management Staff. Concurrence for this transfer was furnished by the Comptroller on 10 June 1954.

25X1A9A

ILLEGIB

~~SECRET~~